

RISK ASSESSMENT FOR:	RENDELSHAM FIREWORKS DISPLAYS (To be read in conjunction with the Fully Fused Site Specific Risk Assessment)	
Establishment: Jubilee Park	Assessment by: ██████████	Date:
Review Date Due : November 25	Manager Approval: ██████████	Date:

Hazard / Risk	Who is at Risk?	How can the hazards cause harm?	Normal Control Measures	Are Normal Control Measures Y/N/NA	
				In Place	Adequate
Injury caused by fireworks Inadequate space Spectators use fireworks/Sparklers Unauthorised use of display fireworks	Members of the Public Food Vendors Residents Volunteers Staff	Property damage/fire Burns Cuts / abrasions, muscular skeletal and other physical injuries	<ul style="list-style-type: none"> Fully Fused recommended size allowed for the firing area. Hiscox Clause 6080.0 Fireworks or bonfire to be kept at 75M away from premises, car parks, storage facility and any flammable or dangers material. A dropping zone for spent fireworks of 100m from the public is in place in a downwind direction (check weather conditions) There are no public or residential development to the rear of the firing site The area has been checked and is free from obstructions i.e. trees. Fully Fused are aware of the overhead power cables and military fence. Firing site is well away from buildings. Suitable secure area for firework storage inaccessible to public. Firing area supervised once fireworks set up. Spectators will not be allowed to enter the site with their own fireworks, including sparklers. Signage explaining this will be at all entrances. Spent firework cases gathered, site also checked at first light following day for partly spent fireworks. 		

<p>Use of external companies / contractors</p> <p>Poor practices</p> <p>Lack of competency</p> <p>Vermin</p>	<p>Members of the Public</p> <p>Food Vendors</p> <p>Residents</p> <p>Volunteers</p> <p>Staff</p>	<p>Property damage/fire</p> <p>Burns</p> <p>Cuts / abrasions, muscular skeletal and other physical injuries</p>	<ul style="list-style-type: none"> • Vet for competence, operator has considerable experience with fireworks. • Risk assessments provided. • Clearly defined responsibilities for operator and parish council (in particular in event of emergency) • Appropriate public liability insurance in place (min £5m public liability). Insurer contacted to ensure adequate coverage and that any special conditions are met. • Fair ground operator to have their own risk assessment, including : <ul style="list-style-type: none"> • Height restrictions for users • Noise levels • Flashing lights (Epilepsy risk) 		
<p>Adverse weather</p>	<p>Members of the Public</p> <p>Food Vendors</p> <p>Residents</p> <p>Volunteers</p> <p>Staff</p>	<p>Property damage/fire</p> <p>Burns</p> <p>Cuts / abrasions, muscular skeletal and other physical injuries</p>	<ul style="list-style-type: none"> • If safe separation cannot be ensured, delay / cancel display • Wind is the main threat to safety • Fully Fused advised display cannot go ahead if winds are in excess of 33 MPH • Lightning risk in an open field 		

<p>Fire Ignition of premises Small fires</p>	<p>Members of the Public Food Vendors Residents Volunteers Staff</p>	<p>Burns Property damage / loss See also Electrical Safety</p>	<ul style="list-style-type: none"> • Adequate separation from buildings (see above) • Adequate water, sand buckets etc. positioned in appropriate places to allow quick access • Agreed emergency procedure in place and adequate marshals to control crowd (see below) • Local military authority, Coastguard, Police and Fire Brigade have been informed. • All staff and volunteers advised of emergency procedures • Paid fire service in attendance Falcon Fire and Rescue on site 15:00 – 20:00 • Vendor Risk Assessments to address risk of fire from their operations (inc. Gas Canisters) and Generators/Fuel 		
<p>Crowd Control Crush injuries, panic, distress Separation of children from parents Overcrowding Inadequate space / exits Blocked exit routes</p>	<p>Members of the Public Food Vendors Residents Volunteers Staff</p>	<p>Fire evacuation hindered/unsafe access/egress Cuts / abrasions, muscular skeletal and other physical injuries Slips, trips and falls</p>	<ul style="list-style-type: none"> • Designated entrance and exit points. • Marshals in place and responsible for crowd control. (identifiable by wearing fluorescent bibs or jackets) • Agreed emergency procedures in place. • Entrances and exits are clearly lit and kept free from obstructions. • PA / loudspeaker / used to communicate with the crowd. • Radios used by marshals and organiser. • Spectators will not be allowed into the display area and signage to this effect in place. • No additional barriers other than hedging on site and adequate supervision to prevent egress but with marshals and safety barriers controlling unauthorised use and control access and egress • Regular sweeps of the woodland area to prevent security fence breaches 		

<p>Insufficient and/or unsuitable first aid cover</p>	<p>Members of the Public Food Vendors Residents Volunteers Staff</p>	<p>Accident / injury, delayed assistance in emergency</p>	<ul style="list-style-type: none"> • First aid equipment on site in pavilion and close to use. • Paid qualified first aiders available service (FF&R) on site 15:00 – 20:00 • Mobile phones available to all • Event Plan gives out key person mobile phone numbers 		
<p>Surrounding areas /Neighbours</p>	<p>Members of the Public Food Vendors Residents Volunteers Staff</p>	<p>Debris Fall out in Gardens Sudden noise/Fright etc</p>	<ul style="list-style-type: none"> • Neighbours have been informed of the proposed display • Attendance by EACAT at all car parks • Car park and route signage 		
<p>Security Unauthorised access Inadvertent access</p>	<p>Members of the Public Food Vendors Residents Volunteers Staff</p>	<p>Malicious damage / theft from RPC or Vendors</p>	<ul style="list-style-type: none"> • Areas other than those needed for event accessible only be authorised persons. • Clearly defined designated access routes • Lock areas of building not in use • Marshals on the fall out cordon • CCTV in use around the pavilion • ‘Buddy up’ system for RPC staff to ensure no lone working 		

<p>Inadequate welfare facilities</p>	<p>Members of the Public</p> <p>Food Vendors</p> <p>Residents</p> <p>Volunteers</p> <p>Staff</p>		<ul style="list-style-type: none"> • Pavilion toilets are used. 3 changing room toilets available. • Additional portaloos are in place with temporary lighting • Disabled toilet facilities inside pavilion and accessible located near fun fair 		
<p>Vehicular access</p> <p>Ineffective pedestrian vehicle segregation</p>	<p>Members of the Public</p> <p>Food Vendors</p> <p>Residents</p> <p>Volunteers</p> <p>Staff</p>	<p>Cuts / abrasions, muscular skeletal and other physical injuries</p> <p>Broken bones</p> <p>Significant head / multiple injuries</p>	<ul style="list-style-type: none"> • Restricted access, visitors advised accordingly. (gates shut/ managed by staff/volunteers) • Vehicle movements restricted • Pedestrian walkways maintained • Clear route maintained for emergency services on approach roads • Designated car park well away from the display area and dropping zone. • Car park clearly sign posted and attendants in place. 		
<p>Surface of field / internal areas</p> <p>Slips, Trips and Falls</p> <p>Vermin</p>	<p>Staff/Visitors</p> <p>Volunteers</p> <p>Contractor</p> <p>Residents</p>	<p>Cuts / abrasions, muscular skeletal and other physical injuries</p> <p>Unsanitary collection of excessive event related rubbish. Risk of infection from potential attracted pests bite or droppings.</p>	<ul style="list-style-type: none"> • Regular premises inspections. • Adequate external lighting available • Mobile lighting with recovery vehicle • Ensure arrangements are in place for clearing up and safely disposing of any litter left after the event. • Organised collection of event related rubbish by an external licensed collector. Booked for midday following day after litter pick 		

<p>Supplying Food and Drink Poor standards of hygiene</p> <p>Physical contamination</p> <p>Incorrect storage of food</p> <p>Poor temperature control</p>	<p>Members of the Public</p> <p>Food Vendors</p> <p>Residents</p> <p>Volunteers</p> <p>Staff</p>	<p>Salmonella Listeria Allergies Anaphylaxis</p> <p>Scalds from urns and kettles Scalds from hot drinks</p>	<ul style="list-style-type: none"> • All vendors hold Food Safety Certificates • Professional vendors to be registered food businesses • Scoring a hygiene rating of 5 • Hot drinks only served by food vendors • Vendors to make "Allergy" info available/visible 		
<p>Electrical Safety</p>	<p>Members of the Public</p> <p>Food Vendors</p> <p>Volunteers</p> <p>Staff</p>	<p>Electrical Shock</p> <p>Fire</p>	<ul style="list-style-type: none"> • Certification/Testing of portable Electrical; equipment by Vendors. • Visual inspection • Electrical supplies from RPC Test status. 		
<p>Slips Trips and Falls</p>	<p>Members of the Public</p> <p>Food Vendors</p> <p>Volunteers</p> <p>Staff</p>	<p>Cuts / abrasions, muscular skeletal and other physical injuries</p> <p>Broken bones</p>	<ul style="list-style-type: none"> • Pedestrian use in car car park area to be minimised • General note • It is an open potentially uneven field • Suitable footwear • Torches 		